**Hollyglen Elementary School Open Association PTA Meeting**

**Monday, October 2nd 2023**

**Present:** Jill Striff, Lizeth Chaves, Harlisha Hamm, Lisa Wilberg, Alexis De Larme, Octavio Gutierrez, Claudia Gonzalez, Jocelyn Opperman, Millie Liu, Julie Hammer, Katie Hunter, Corine Rosenstein, Megan Barron, Mary Lynn Stryker, Jessica Bruckman, Rori, Jacklyn Smith, Nathalia Jimenez, Bianca Jimenez.

**Call to Order:** The meeting was called to order at 6:33pm via zoom, Hollyglen Elementary School, Jill Striff presiding. Executive Board members were introduced.

**Principal’s Update**

Mrs. Wilberg thanked the PTA for the fall fundraiser, and the book fair. She mentioned that we will have an earthquake drill on 10/19.

**Approval of Minutes**

Lizeth Chaves, Secretary made the motion to approve the minutes for the Open Association September 13, 2023 meeting, Alexis De Larme seconded the motion and all were in favor to approve the minutes.

**Teacher’s Representative (Mr. Gutierrez)**

Field day was a success, the school will need a duplex machine. Teachers are happy with the vouchers and with the new logo.

Dia de Los Muertos 11/3 at 5pm, We will have face painting, an altar will be set at the PAC, parents can drop off photos of family members. We will have two folkloric groups performing, Da Vinci students will have craft stations and face painting, and the movie Coco for the kids.

**Treasure’s Report (Alexis De Larme)**

The opening balance of the checking account on 9/1/23 was $37,107.46; the total deposits were $67,739.12; the total disbursements were $7,480.24; the ending balance on 9/29/23 was $97,366.34. The opening balance of the savings account on 9/1/23 was $15,042.96; the total deposits were $0.12; the total disbursements were $0.00; the ending balance on 9/29/23 was $15,043.08.

**BUDGET AMENDMENTS:**

* Budget Rev1 Approved at 9/13/23 Open Association Meeting.
* Budget Rev2 DRAFT for discussion in 10/2 Open Association Meeting, including:
  + Update to checking account balance forward
  + Move $400 from Book Fair Expense to Student Assemblies Expense (for Storyteller on 10/4/23)

Alexis De Larme will like to make a motion to approved to budget, seconded by Harlisha Hamm and adopted by the pta.

**MONIES TO RELEASE:**

* $500 - Taxes & Filings
* $500 - Arts/Dance (for first Cubs Create Art Lesson)
* $400 - Assemblies (for Storyteller at Book Fair)
* $300 - Enrichment (for 1st Day of School Books, Book Fair Decorations)
* $750 - Bear Bazaar
* **Total to Release: $2,350**

Monies Previously Released:

| **Meeting Date** | **Monies Released for 2023-2024 Budget** |
| --- | --- |
| June 26, 2023 | $500 - School Year’s Eve  $250 - Back to School Breakfast  $2,000 - Cubwear  Total: $2,750 |
| September 13, 2023 | $300 - Insurance  $500 - Office Supplies  $200 - Subscriptions  $2,500 - Scholastic Book Fair  $2,000 - Family Movie Night  $8,500 - Fall Fundraiser  $3,000 - Ice Cream  $2,000 - Assemblies for Fall Fundraiser  $6,000 - Teacher Reimbursements  $4,400 - Specialized Instructional Supplies  Total: $29,400 |
| **Total Released YTD:** | **$32,150** |

Alexis De Larme will like to make a motion to approved to released money, seconded by Harlisha Hamm and adopted by the pta.

CHECKS TO RATIFY**:** Checks #4238 to #4254 dated September 15, 2023 – October 2, 2023 totaling $7,601.57.

| **Date** | **Number** | **Payee** | **Memo/Category** | **Amount** |
| --- | --- | --- | --- | --- |
| 9/15/23 | 4238 | Laura Williams | Art Supplies (Arts/Dance) | $84.82 |
| 9/15/23 | 4239 | Kelly Schumacher | Teacher Reimbursement | $200 |
| 9/15/23 | 4240 | Lauren Shakstad | Teacher Reimbursement | $66.84 |
| 9/15/23 | 4241 | Jill Striff | Office Supplies, School Year’s Eve, Fall Fundraiser Expenses | $369.51 |
| 9/15/23 | 4242 | Julie Hamer | Fall Fundraiser Assembly Deposits | $600 |
| 9/15/23 | 4243 | Bonnie Olguin | Teacher Reimbursement | $200 |
| 9/15/23 | 4244 | Octavio Gutierrez | Day of the Dead Decorations (Movie Night) | $87.47 |
| 9/15/23 | 4245 | Booster Gear | Fall Fundraiser T-shirts | $3,153.90 |
| 9/15/23 | 4246 | The Print Folks | School Year’s Eve Signs | $231 |
| 9/26/23 | 4247 | Ishani Gowri | Teacher Reimbursement | $200 |
| 9/26/23 | 4248 | Jill Striff | Storyteller, Movie Night Decorations, Screen Rental for Movie Night Reimbursement | $1,461.44 |
| 9/27/23 | 4249 | VOID |  |  |
| 10/2/23 | 4250 | Sarah O’Grady | Fall Fundraiser Popsicles | $68.86 |
| 10/2/23 | 4251 | Harlisha Hamm | Ice Cream Restock Reimbursement | $322.64 |
| 10/2/23 | 4252 | Megan Barron | Back to School Breakfast, TK/K Parent Event Reimbursement | $162.02 |
| 10/2/23 | 4253 | Rori Ramirez | Back to School Breakfast Reimbursement | $214.07 |
| 10/2/23 | 4254 | MY PTEZ | MY PTEZ Subscription Renewal | $179 |
|  |  |  | **Total** | $7,601.57 |

Alexis De Larme will like to make a motion to ratify checks, seconded by Harlisha Hamm and adopted by the pta.

**VP Fundraising Recaps and Updates**

1. **Under the Sea Adventure Success (Harli)**

It was a success and we raised over $67,000. We have a kindergarten winner for the firetruck ride.

Ms. Davis won as the first class, and each class in each grade will win a pizza party. Thankful to all the families who participated.

1. **Prizes, Glow Dance Party, assemblies scheduled (Julie)**

Julie mentioned that the field day was a success and thankful to all the volunteers.

The kids will have a glow party on 12/5. Discovery cube will come on 11/6 and 11/7 to do an assembly for the school.

1. **October Restaurant nights - Islands (Julie), Panda & Far Field recap (Harli)**

We had a successful parent mixer last night and we are excited for the coming restaurant nights and fund photos in November.

**Vice President (Harli)**

1. **Cub Wear-New Logo**

We have a new logo and the merchandise is ready to be purchase on our website.

1. **Red Ribbon Week**

It’ll start on 10/23 through 10/27, we will also have our literacy lanterns competition that same week.

1. **Bear Bazaar- December 2nd (Harli/Corinne)**

We will host our bear bazaar Sat. 12/2 and we will need volunteers.

**President (Jill)**

1. **Scholastic Book Fair, Story teller, e-wallet**

Book fair officially started today and we will have a story time on Wednesday 10/4 at 4:30pm with Karen Golden. We are celebrating our new logo in the PAC room with a photo both for the kids to get a picture with our blue bear.

1. **Literacy Lanterns- In need or pop-up tents**

We will have a competition for the kids to bring their literacy lanterns and a family picnic on Friday 10/27.

1. **Decor donations, Portable Sensory Space**

A parent is donating a sensory space for the school.

1. **Walk & Roll 10/4**

We will have different spots to meet and walk together to school this Wednesday 10/4.

**Communication Update**

Harli shared PTA website to volunteer.

**Membership Update (Claudia)**

We have over 150 members and we reached our goal. We have set up a new goal to reach 200 members.

**Room Parents & Ice Cream (Lizeth)**

All teacher found a room parent and they are completing the requirements to volunteer at Hollyglen.

Ice cream Friday’s is a success and we will start selling ice cream at 2nd grade gate every other Friday.

**Cubs Create Art (Joslyn & Laura)**

First art lesson will be a galaxy creation with water colors and salt.

Zoom parent tutorial for cubs create art will be on 10/11 at 7pm

**Next Meeting:**

The next open association will be held on Monday, November 6th at 6:30pm via zoom.

**Adjournment:** The meeting was adjourned at 7:09 pm

Lizeth Chaves

Recording Secretary

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Date adopted as printed Date adopted as corrected