**Hollyglen Elementary School Open Association PTA Meeting**

**Monday, November 6th 2023.**

**Present:** Jill Striff, Lizeth Chaves, Laura Williams, Harlisha Hamm, Lisa Wilberg, Millie Liu, Alexis De Larme, Octavio Gutierrez, Claudia Gonzalez, Julie Hamer, Aleth Huff, Rori Ramirez, Megan Barron, Lusia Share, Alma Trujillo, Corinne Rosentein.

**Call to Order:** The meeting was called to order at 6:31pm via zoom, Hollyglen Elementary School, Jill Striff presiding. Executive Board members were introduced.

**Approval of Minutes**

Lizeth Chaves, Secretary made the motion to approve the minutes for the Open Association October 2, 2023 meeting, Octavio Gutierrez seconded the motion and all were in favor to approve the minutes.

**Principal’s Update**

Mrs. Wilberg thanked Mr. G and the PTA for the movie night and Dia de Los Muertos celebration. Professional developmental day is coming up and the teachers will meet at Aviation School where they’ll talk about math, share strategies regarding behavior development and the teachers will build Lego robotics.

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

Thankful to all the volunteers for their help organizing Dia de Los Muertos event.

Teachers are grateful for the scholastic vouchers that they used to buy books.

Ms. Corrinet requested more outdoor toys for the TK students.

**Recap of October**

1. **Literacy Lanterns Lunch, Fall Parade (Jill)**

We had a lot of kids who participated with their pumpkins for Literacy Lanterns, Parent were able to see all the pumpkins during the picnic lunch.

1. **Red Ribbon Week (Harli)**

Hawthorne police came with their dog and the kids had a great week.

1. **Islands Fundraiser recap (Harli)**

$1319 was raised for restaurant night.

1. **STEAM Art lessons- Galaxies, next lesson Spring, Feb 5th, J. Goldcrown Muralist hearts (Laura)**

The first project was a great project for all students. The technique was to use water colors and adding salt at the end to make that paintings look like a galaxy. Next project students will use chalk in black paper.

**VP fundraising recaps and updates**

* 1. **Pizza Parties, West Basin Storytime Reading, Mrs. Wilberg as a Mermaid**

Pizza parties were a success, the kids had a great time with Mrs. Wilberg playing the piano.

Mrs. Wilberg dressed as a mermaid for the winning class.

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

All prizes had been delivered and the glow on the dance party will be on 12/5.

* 1. **December Restaurant nights - Fund Photos (Harli)**

Crumble cookies and Rocks and brews will be in December.

**Bear Bazaar (Harli)**

* **Sat, Dec. 2nd - Vendors, Kids’ Corner, Silent Auction, Baked Goods**

We have a lot of vendors that signed up, we will have a kid’s corner, silent auction with great gifts and baked goods for sale.

**Blue Bear Elections, Students will do a live ballot vote on November 7th (Claudia)**

Ballots are ready for the kids to submit their votes to choose a new name for our cub.

**Project Share (annual giving drive)**

Coordinated by CARE team, Mrs. Wilberg will try to get the flyer to go out before thanksgiving and we will give gift cards to families in need.

**Ice Cream (Lizeth)**

Because of the holidays, we will have ice cream Friday on 11/17 and we will come back in December.

**Winter Sing dates 12/18-12/22: decor**

We will use the kids create art paintings to decorate the PAC.

PTA will create a survey asking parents how to spend the extra money that we raised during the fall fundraiser.

**Ice Skating at Toyota Center - Mon, February 19th (President’s Day holiday)**

Getting the flyer ready to go out in December and only 150 tickets can be sold at the discounted price.

**Kindness Week (January 22-26)**

**100th Day of School (February 9th)**

**Interest in a Spring Multicultural Fair- parent volunteer**

A family is interested to chair a fair event to have tables with artifacts and food from diferent countries. The event will probably be at the end of the school year.

**Treasurer's Report**

The opening balance of the checking account on 10/1/23 was $97,366.34; the total deposits were $10,547.92; the total disbursements were $6,039.28; the ending balance on 10/31/23 was $101,874.98. The opening balance of the savings account on 10/1/23 was $15,043.08; the total deposits were $0.13; the total disbursements were $0.00; the ending balance on 10/31/23 was $15,043.21.

**BUDGET AMENDMENTS:**

* Budget Rev1 Approved at 9/13/23 Open Association Meeting
* Budget Rev2 Approved at 10/2/23 Open Association Meeting
* Budget Rev3 in DRAFT, discuss at 11/6/23 Open Association Meeting, including:
	+ Update actual income for Fall Fundraiser
	+ Remove Spring Cleanout line item
	+ Update actual expense for School Year’s Eve
	+ Reallocate Red Ribbon Week Funds to new Kindness Week Line Item
	+ Add line item for WEF Teacher Grants
	+ Note: Next month will update expense for movie night after final totals are in.

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

**MONIES TO RELEASE:**

* $2,750 - Hospitality
* $15,000 - Field Trips
* $300 - Blue Bear Costume (Enrichment Programs)
* $150 - TK Supplies (Enrichment Programs)
* $500 - Cub Card Prizes (Enrichment Programs)
* $100 - Kindness Week
* $1,500 - Outdoor Education
* $6,000 - Student Assemblies
* $4,450.39 - WEF Teacher Grants
* **Total to Release: $30,750.39**

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

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 - CubwearTotal: $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 SuppliesTotal: $29,400 |
| October 2, 2023 | $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 BazaarTotal: $2,350 |
| **Total Released YTD:** | **$34,500** |

CHECKS TO RATIFY**:** Checks #4255 to #4268 dated October 11, 2023 – October 31, 2023 totaling $5,088.29.

| **Date** | **Number** | **Payee** | **Memo/Category** | **Amount** |
| --- | --- | --- | --- | --- |
| 10/11/23 | 4255 | Swank Movie Licensing | Movie License for Movie Night | $295 |
| 10/11/23 | 4256 | ENCORE | Matilda Tickets Deposit for 2nd Grade Field Drip (1/19/24) | $688 |
| 10/16/23 | 4257 | Julie Hamer | Fall Fundraiser Decorations, Flyers | $341.16 |
| 10/16/23 | 4258 | Harlisha Hamm | Ice Cream Restock | 454.75 |
| 10/19/23 | 4259 | Liza Hough- Skovron | Teacher Reimbursement | $200 |
| 10/19/23 | 4260 | Joslyn Opperman | Art Supplies Reimbursement | $253.13 |
| 10/19/23 | 4261 | Jill Striff | Movie Night, Office/Art Supplies Reimbursement | $242.44 |
| 10/25/23 | 4262 | Thirty-Third District PTA | Membership Dues Remittance (9 members) | $45 |
| 10/25/23 | 4263 | Jill Striff | Cash Advance for Folklorico Dancers Cash Tips (12 Dancers @ $30 ea) for Movie Night | $360 |
| 10/25/23 | 4264 | Scholastic Book Fairs | Fall Book Fair Cash Sales | $1,262.21 |
| 10/26/23 | 4265 | Harlisha Hamm | Totes for Outdoor Lego Storage | $209.48 |
| 10/26/23 | 4266 | Harlisha Hamm | Ice Cream Restock | $477.12 |
| 10/26/23 | 4267 | Debra Davis | Teacher Reimbursement | $200 |
| 10/31/23 | 4268 | Jill Striff | Cash Advance for Folklorico Dancers (2 Dancers @ $30 ea) for Movie Night | $60 |
|  |  |  | **Total** | $5,088.29 |

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

Alexis will file our taxes for this year and get ready for an audit.

**Next Meeting:**

The next open association will be held on Monday, December 4th at 6:30pm via zoom.

**Adjournment:** The meeting was adjourned at 7:30 pm

Lizeth Chaves

Recording Secretary

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Date adopted as printed Date adopted as corrected