**Hollyglen Elementary School Open Association PTA Meeting**

**Monday, April 15th, 2024**

**Present:** Jill Striff, Lizeth Chaves, Harlisha Hamm, August Tesfasilase, Francis Lucha, David H., Alexis De Larme, Octavio Gutierrez, Claudia Gonzalez, Julie Hammer, Megan Barron, August Tesfasilase, Mayte Dihn. Rori Ramirez.

**Call to Order:** The meeting was called to order in person at 6:30pm via zoom, Hollyglen Elementary School, Jill Striff presiding. Executive Board members were introduced.

**Principal’s report – Mrs. Wilberg**

Thankful to the PTA for supporting the Cub Market. Students will be return to the market this Thursday and Friday.

We have two demo interactive boards in 2nd grade classrooms, which will be our legacy gifts this year.

**Teacher’s Report - Mr. Gutierrez**

This year the district is having 1st and 2nd grade attend workshops and won’t be able to attend some events during teacher’s appreciation week. Harlisha Hamm responded that we are aware and making alternatives for this.

Teachers are gratefull for all the support.

Dia del nino will be on 4/26, we will have different events and prizes for the event. We still need volunteers for the fair. The link to sing up is <https://docs.google.com/document/d/1cBJuv1itfq_7s4IUilXl_dgzhspx0MlsBsXDbGCuKM4/edit>

**Approval of Minutes**

Lizeth Chaves, PTA Secretary made the motion to approve the minutes for the Open Association March 4th, 2024 meeting, Claudia Gonzalez seconded the motion and all were in favor to approve the minutes.

**Ice Cream – (Liz)**

Ice cream prices have increased and we are only making a profit of 60 or 70 cents per bar. We will need to raise prices for next year. We will review the new budget in June.

**March Recaps**

1. **Book Fair and Family Read Week (Jill)**

We got over $6,000 in scholastic profits. This was our most successful book fair.

The yoga instructor is interested in doing an after-school class.

**Fundraising (Julie)**

1. **Shake Shack- March**

We brought in $510

1. **Blaze Pizza (4/24)**
2. **May Fundraisers will be CPK, Handel’s Ice Cream and Cumbl cookies with 10% back will be on May 6-11**
3. **Librarian Week (April 15th-19th)**

A flyer was sent last Friday asking for book donations.

**April Events- Jill**

1. **Neurodiversity Week (April 22nd-26th)- in need of volunteers**

Tomorrow night I’ll be hosting an informational zoom with our school psychologist.

1. **Cub Card Store- shifts start April 18th**

We are getting great feedback from the Cub Store and we got volunteers for all slots.

1. **STEAM Lab- needs volunteers**

**May/June Events (Harli)**

1. **Teacher/Staff Appreciation Week 5/6 through 5/10 (Harli)**

We got a lot of volunteers and we are collecting gift cards from all families.

We could use your support sharing the amazon wish list to other parents.

1. **Family Dance 6/7 (Harli)**

It’ll be a beach theme and we will have a DJ and food trucks which will give us back as part of a fundraiser.

1. **Field Day 5/29 (Jill)**

We are having 6 extensions and we will need a lot of volunteers.

1. **Rock Around the Block (Jill)**

David will do the mascot rase as Blueberry.

**Multicultural Night (The last week of May)**

We will have students set up a table for different countries, doing a demonstration of their culture with artifacts and food.

**Yearbook- Claudia, VP Membership**

We are looking for a new company to do the Yearbook and I still need photos to add to the yearbook.

The cost will be around $825 and we are still talking to other companies.

**Treasurer’s Report (Alexis)**

The opening balance of the checking account on 3/1/24 was $71,572.84; the total deposits were $3,573.98; the total disbursements were $1,589.33; the ending balance on 3/29/24 was $73,557.49. The opening balance of the savings account on 3/1/24 was $15,043.70; the total deposits were $0.12; the total disbursements were $0.00; the ending balance on 3/29/24 was $15,043.82.

**BUDGET AMENDMENTS:**

* Budget Rev1 Approved at 9/13/23 Open Association Meeting
* Budget Rev2 Approved at 10/2/23 Open Association Meeting
* Budget Rev3 Approved at 11/6/23 Open Association Meeting
* Budget Rev4 Approved at 1/8/24 Open Association Meeting
* Budget Rev5 Approved at 2/5/24 Open Association Meeting
* Budget Rev6 Approved at 3/4/24 Open Association Meeting
* Proposed Budget Rev7:
  + Update Bear Bazaar Income to $3,482.35 and Expense to $924.58 to reflect actuals
  + Update Fall Fundraiser Income to $70,046.30 to reflect actuals
  + Increase Ice Cream Income from $6,000 to $9,000 and Expense from $3,000 to $4,500
  + Update Restaurant Nights Income to $4,556.80 to reflect actuals
  + Increase 2nd Grade Yearbook Expense from $750 to $1,000
  + Reduce Arts/Dance Expense from $4,000 to $1,500
  + Update Teacher Shirts for TAW (One-Time) Expense to $1,822.31
  + Add $38.58 Expense for Bookmarks for National Library Week to Enrichment Programs
  + Create new budget category titled “Legacy Gift (2023-2024)” for Smart Boards for 2nd Grade for $21,000
  + Increase Scholastic Readers Expense from $3,250 to $4,012.22 (when originally budgeted, new TK classrooms were not taken into account)

Alexis DeLarme made a motion to make changes to the budget listed above, Halisha Hamm seconded the motion and all were in favor.

**MONIES TO RELEASE:**

* $174.58 for Bear Bazaar (Custodian)
* $1,500 for Ice Cream Expense
* $1,000 for Yearbook Expense
* $500 for Arts/Dance (Spring Sing Decorations)
* $322.31 for TAW Shirts for Staff
* $38.58 for Enrichment Programs (Bookmarks for Library Week)
* $2,200 for Family Nights (includes Family Dance Night)
* $1,000 for Student Success (use for CubStore)
* $762.22 for Scholastic Readers

Alexis DeLarme made a motion to release the monies listed above, Rori Ramirez seconded the motion and all were in favor.

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 |
| 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 Bazaar  Total: $2,350 |
| November 6, 2023 | $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 |
| December 4, 2023 | $150 - Enrichment (Moving Donated Copier)  $575 - Enrichment (Coloring Books for Emergency Kits)  $699.71 - Enrichment (100th day books)  $500 - Arts/Dance (February Art Lesson)  Total to Release: $1,924.71 |
| January 8, 2024 | $1,320 - Ice Skating  $3,104.76 - Fall Fundraiser  $3,250 - Scholastic Readers  $4,000 - Software Licenses  Total to Release: $11,674.76 |
| February 5, 2024 | $3,200 for Specialized Instructional Supplies (See budget amendment above)  Enrichment:  $350 for TK Supplies  $750 for Toner for Donated Copier  $150 for Blueberry Books  $250 for 100th Day Books  $48.14 for 100th Day of School Signage  $300 for Yoga for Spring Book Fair  $200 for Rock Around the Block Silent Auction Donation  $2,000 for Field Day  Total to Release: $7,248.14 |
| March 4, 2024 | $1,500 for Cubs Read Week  $500 for Sensory Room (Enrichment Programs)  $229.18 for Movie Night  $1,500 for Shirts for TAW  Total to Release: $3,729.18 |
| **Total Released YTD:** | **$89,827.18** |

CHECKS TO RATIFY**:** Checks #4324 to #4337 dated March 11, 2024 - April 12, 2024 totaling $7,844.05 (see attached Checks Report). Note: Check 4325 was voided

Alexis will like to make a motion to ratify checks #4324 to #. 4337, Harlisha Hamm seconded and all were in favor.

**Next Meeting:**

The next open association will be held on Monday, May 20th at 7pm via zoom.

**Adjournment:** The meeting was adjourned at 7:36 pm

Lizeth Chaves

Recording Secretary

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Date adopted as printed Date adopted as corrected