

HOLLYGLEN ELEMENTARY PTA OPEN ASSOCIATION MEETING
Monday, January 6th, 2025

Attendees:

Alexis DeLarme, Octavio Gutierrez, Jessica Bruckman, Rori Ramirez, Lisa Wilberg, Jamie Kagihara, Julie Hamer, Melissa DeMuth, Megan Barron, Lizeth Chavez, Mayte Dinh

Call to Order:

The meeting was called to order at 6:00PM by Liz Chavez.

Principal's Message:

Mrs. Wilberg thanked the PTA for all of the hard work in December. Made mention of the Bear Bazaar and decorations in PAC. Shared a Thank you for the upcoming breakfast this Friday and have already let the teachers know of the event. She may be looking into an assembly from music center in Feb or Mar.; Semester 1 ending and report cards coming home at the end of the month; Mrs. Wilberg mentioned a new language arts committee that is forming and they are working on assessing needs; TK construction has started. Expanding to 4 additional TK classes and ready Fall 2025. Will be adding back doors to rooms 6 thru 9 to provide access to the back corridor/quad area; new playground will be installed. Today was first day for RAS shifting into the PAC for after school program.

Jessica asked if there any training scheduled during Teacher Appreciation week in May 5-9? Mrs Wilberg indicated she does not see it on the calendar yet, but is requesting that PTA let her know the dates to confirm. Most of RAS kids are gone by 5:30PM if there are any PTA events to be planned in the PAC. Would be able to shift to the library if there is an event at any given night.

Teacher Updates by Mr. Octavio Gutierrez:

Have comments from teachers. Thanked PTA for decorations and winter art; parents noticed elements as they looked around; know that 2025 will be full of gratitude; thanks for funding the teacher aids t-shirts that they wear out in the yard; they are very proud of their clothing that was provided.

From Teddy Team: Is it possible to have rewards closer to the fundraisers? Example, glow party and the assembly; perhaps instead of sliming principal have a popsicle party.

Approval of Meeting Minutes for 12.2.2024 by Mayte Dinh:

Mayte made the motion to approve last month's Open Association meeting minutes from Monday, December 2nd. Alexis seconded the motion. No one opposed. Motion was approved and passes by the PTA.

President Updates by Liz Chavez:

- Bear Bazaar = raised over \$4k; have some left over arts and crafts that can be used next year.
- Elections = Julie, Alexis and Claudia will be spear heading this; Julie sent an email today, 1/6 describing the positions; the priority is to replace the Executive Vice President role to replace Julie. Nominations in February and elections in March.

- Spring Book Fair assembly suggestions = Mrs W. will look into where it can be held this year; Consider doing a Yoga theme again; Julie will reach out to her point of contact to see if he is willing to participate
- Family Art Night 2/6 = By Jessica: Will be from 5:30PM – 7PM. Will have pizza and juice; will be doing crafts with hearts; Liz will create sign up for volunteers; Jessica will have a flyer made with the QR code to signup genius to volunteer;
- Cubs create art Feb 3-7 = Signups are ready; will have abstract letters; will need volunteers

Executive Vice President Updates by Julie Hamer:

- Kindness Week = ran thru the entire district; Wiseburn district will send us the themes. Melissa DeMuth reported engaging Fire Dept again; will do a food drive and book drive up in the gates; will figure out flyers with details; food drive will support local pantries and book drive to support fostered youth.
- 100th Day of School = Jamie reported that there will be a sign that will be made; hand out snacks; it's a big deal for Kiddos in Kinder because they can count to 100. Liz said we can use scholastic dollars for prizes/souvenirs

Fundraising Updates by Liz Chavez:

- Handel's Ice Cream raised \$230
- Blaze Pizza (pending)
- Smashburgers 1/15 20%
- Raising Canes 2/19 15%

Communications Updates by Liz Chavez:

Liz mentioned if there are any updates, to let her know so website can be updated by Karen

Membership Updates by Liz Chavez:

222 members to date.

Treasurer's Report by Alexis DeLarme:

Treasurer's Report

The opening balance of the checking account on 12/1/24 was \$86,089.06; the total deposits were \$5969.64; the total disbursements were \$14,713.54; the ending balance on 12/31/24 was \$77,342.36. The opening balance of the savings account on 12/1/24 was \$15,044.82; the total deposits were \$0.13; the total disbursements were \$0.00; the ending balance on 12/31/24 was \$15,044.95.

BUDGET AMENDMENTS:

- Budget Rev4 Approved at 12/02/24 Open Association Meeting.
- Budget Rev5 DRAFT for discussion at 01/06/25 Open Association Meeting, including
 - 01/05/24-01/04/24 Worker's Compensation Annual Payroll Report was completed and uploaded to MY PTEZ

MONIES TO RELEASE:

- \$45 - Bank Charges
- \$250 - Copier Maintenance

- \$500 - Supplies TK
- \$350 - Family Night
- \$1,000 - Teacher Reimbursements
- **Total to Release: \$2,145**

Monies Previously Released:

Meeting Date	Monies Released for 2024-2025 Budget
June 17, 2024	\$750 - School Year's Eve \$1,590 - Cub Gear \$8,500 - Legacy Gift \$500 - Outdoor Education Total released \$11,340

Meeting Date	Monies Released for 2024-2025 Budget
September 11, 2024	\$800 - Hospitality \$300 - Office Supplies and Equipment \$375 - Subscriptions \$8,500 - Fall Fundraiser \$250 - Copier Maintenance \$2,000 - Family Movie Night \$3,000 - Ice Cream \$2,000 - Student Assemblies \$1,000 - Teacher Reimbursements \$4,101.83 - Specialized Instructional Supplies \$1,000 - Enrichment Programs \$2,100 - Software Licenses: Total to Release: \$25,426.83
Total Released YTD	\$36,766.83

Meeting Date	Monies Released for 2024-2025 Budget
October 7, 2024	\$300 - Insurance \$100 - Taxes and Filings \$250 - Copier Maintenance \$ 200 - Garden Maintenance \$500 - Outdoor Education \$910 - Cub Gear \$150 - Noche De Familia \$100 - Red Ribbon Week \$1,000 - Student Success \$500 - Supplies TK \$500 - Supplies K \$500 - Supplies 1st Grade

Meeting Date	Monies Released for 2024-2025 Budget
	\$500 - Supplies 2nd Grade \$2,000 - Teacher Reimbursements Total to Release: \$7,510
Total Released YTD	\$44,276.83

Meeting Date	Monies Released for 2024-2025 Budget
November 12, 2024	\$4 - Bank Charges \$300 - Taxes & Filings \$750 - Bear Bazaar \$1,236.29 - Fall Fundraiser \$700 - Cubs Create Art \$676 - Scholastic Readers Total to Release: \$2,966.29
Total Released YTD	\$47,243.12

Meeting Date	Monies Released for 2024-2025 Budget
December 02, 2024	\$1 - Bank Fee (Monthly Service Fee) \$675.45 - Book Fair (changed) \$3,969.08 - Scholastic Readers Total to Release: \$ 4,645.53
Total Released YTD	\$51,888.65

CHECKS TO RATIFY: Checks #4439 to #4451 dated December 1, 2024 – December 31, 2024, totaling \$6,371.86.

Date	Number	Payee	Memo/Category	Amount
12/02/24	4439	Wiseburn USD	Scholastic Inc: Digital and Scholastic News	\$3,969.08
12/02/24	4440	Katie Roy	Bear Bazaar	\$598.87
12/02/24	4441	Lizeth Chaves	RRF-1 filing	\$50
12/09/24	4442	VOID		
12/17/24	4443	VOID		
12/17/24	4444	Kelly Schumacher	TK Steam Lab Supplies	\$36.25
12/17/24	4445	Lisa Wilberg	Outdoor Education: Outdoor Staff Shirts	\$500
12/17/24	4446	Lizeth Chaves	Fall Fundraiser and Ice Cart Lock	\$40.67

Date	Number	Payee	Memo/Category	Amount
12/17/24	4447	Wiseburn USD	Copier Maintenance	\$500
12/17/24	4448	Kelly Schumacher	TK Steam Lab Supplies	\$243.94
12/17/24	4449	Erin Henn	TK Steam Lab Supplies	\$172.22
12/18/24	4450	Debra Davis	TK Steam Lab Supplies	\$60.83
12/18/24	4451	Debra Davis	Teacher Reimbursement	\$200.00
			Total	\$6,371.86

Alexis made a motion to approve monies to release, Liz seconded the motion. Motion approved and passes by the PTA.

Alexis made a motion to ratify checks; Liz seconded the motion. The motion was approved and passes by the PTA.

Closing Comments:

Liz mentioned it looks like there may be about \$8K to go towards legacy gifts; will look into possibly pulling some monies from the savings accounts; to try to purchase the 6 smart boards.

Adjournment:

The meeting was adjourned at 6:45PM.

Mayte Dinh
Recording Secretary

Date adopted as printed

Date adopted as corrected