

AGENDA

Hidden Trails Elementary PTA Board Meeting
Date: October 1, 2024

Board Members

President - Stephanie Yutan
Secretary - Jill Reeder
Treasurer Historian VP of ProgramsVP of Fundraising - Breona Orduno
Parliamentarian - May Evangelista
Teacher Representative - Mrs. Hofmeyer
Auditor- Mrs. Wong-Chan

- 1. Call to Order at: 2:55 pm
- 2. Attendance/Introduction: Jill Reeder, Mrs. Hofmeyer, Ms. Myers, Mrs. Sura
- 3. Approval of Minutes from:
 - a. Motion:
 - b. Second the Motion:

Treasurer's Report

- A. Financial Report
 - a. September beginning balance on hand: \$40, 292.12
 - i. September total expenses: \$1441.65
 - 1. Kraken Blue Print (spiritwear): \$170
 - 2. Breakfast with Santa (Applebees): \$432
 - 3. Oriental Trading Company (Top Hawk Store): \$648
 - 4. Costco (movie Night Concessions): \$191.65
 - *Note that a box of chips and Starburst have been returned
 - ii. September total deposits:
 - iii. September checks pending: \$11,419
 - 1. #1047-March 2024 Bus Bill Back-\$282.60
 - 2. #1048-April 2024 Bus Bill Back-\$1,086.70
 - 3. #1046-May 2024 Bus Bill Back-\$877.50
 - 4. #1049-Accelerated Reading Hidden Trails Donation-\$7,420.00

- iv. Balance on hand:
- b. New Treasurer
 - i. Unable to vote Ms. Meyers in due only one member of the Board in attendance
 - ii. In order for Ms. Meyers to have her name added to the bank account, she needs to bring a printed copy of the minutes when she is voted in
 - iii. Stephanie and May need to go to the bank to sign
 - iv. Stephanie needs to give Ms. Meyers the Treasurer book
- c. Taxes
 - i. Taxes from previous year have been filed and are up to date
 - ii. CPA is working on filing taxes from the upcoming year
 - 1. Double check on when the deadline is for filing each year-November 15 of this year.
 - iii. CPA pointed out that we need to keep track of out petty cash deposits, because it makes it look like we are making more money that e are
- B. Auditor Report
 - a. Last Year's has been completed
 - b. Want it done 3 times a year
 - i. Need to start on the Fall Audit
- C. Fundraising Report
 - a. Dine Outs
 - i. Chaos
 - 1. October 1, 2024
 - The flier was posted to Social Media, but there was not a hard copy printed, so teachers who do not follow PTA on Instagram were not aware of the dineout
 - Lindsay did not receive the email in regards to sending a reminder to parents until the morning of, so she did not send out the reminder due to short notice
 - ii. Art to Remember
 - Feedback from teachers was letting them know further in advance, because the beginning of the school year is a very busy time of the year
- D. VP of Program
 - a. Red Ribbon Week
 - i. Feedback on Flier
 - 1. Confusing to have the National Theme on the flier (the dress up days do not all follow movie themes
 - 2. Liked the Tye Dye Peace Out drugs day, Hat and costume day
 - 3. This time of year is too hot for a PJ day. Teachers recommended "Tony says wear red"-as an alternate
 - 4. Teachers suggested giving out red vines since PTA passed out bracelets last year
 - b. Trunk or Treat

- i. DJ Charles is booked from 5:00-7:00 pm.
 - 1. First hour he plays background music
 - 2. Dance Begins at 6:00 pm
 - a. If the DJ does a good job we will book him for the Spring Fling and the Glow party ASAP
- ii. Food Vendor Booked
 - 1. Fuego Me Up (Nicolas)
 - a. Will not bring his food truck, but will set up a booth instead so that he can be on campus
 - b. Selling hotdogs, Nachos, tacos and burritos
 - c. He will send a menu and prices this week
 - d. Nicolas will meet Jill on campus to view the site and decide how to do the set up
- iii. Candy
 - 1. There will be a donation contest again this year for candy
- iv. Volunteers
 - 1. Need to find to people who can help with parking the trunkers
- c. Volunteer Meetings
- E. Historian Report
- F. President's Report
 - a. Turkey Trot
 - i. Ms. Meyers reached out to Yadi to see if she could bring one of her turkeys. If Yadi has a turkey, she will bring it.
- G. Principal's Report
 - a. Assemblies
 - i. Budget has \$2,000 for assemblies
 - ii. Vetern's Day Assembly
 - 1. November 6
 - 2. Would like PTA to help with refreshments (coffee, doughnuts, bagels, ect)
 - iii. Martin Luther King Light show
 - 1. \$1.500 for two shows
 - 2. This would be an alternate of the George Washington/Abraham Lincoln assembly last year
 - b. Gate Reimbursement for sharks for dissection
- H. Teacher's Report
 - a. Have better communication with the teachers
 - i. Use to attend rallies to make PTA announcements
 - ii. Use to go to the teacher meeting for PTA updates
 - b. Asked if there was money in the budget for the garden
 - i. The Garden has \$500 in the budget
 - c. Teacher Reimbursement
 - i. Available now to any teachers who are PTA members
 - ii. \$100 school supplies for classrooms

- d. Ideas for incentives with contests
 - i. Tape principal or assistant principal to the wall
 - ii. Principal can temporarily dye hair
 - iii. Water cannon (done this in the past along with throwing pies, but pie throwing is really messy)
 - iv. Water Balloons
 - v. Mrs. Sura kiss a pig
 - vi. Mummy wrap the principal
- I. Parliamentarian Report
- J. Old Business
 - a. Spirit Wear
 - i. Ask Lindsay to send an email out reminding parents that Friday October 4 is the last day to order spirit wear
- K. New Business/Announcements
 - a. No Carve Pumpkin Contest
 - i. No real pumpkins
 - ii. There will be several categories
 - iii. Teachers will vote
- L. PTA Parent Newsletter (Items to bring up)
 - a. Chino Hills Pizza Co Dine Out
 - b. Thinkin' Local
 - c. Dress Up Days for Red Ribbon Week
 - d. Trunk or Treat
 - e. Turkey Trot
 - f. Membership Drive
 - g. Candy Donation Contest
 - h. No Carve Pumpkin Contest
- M. Upcoming Dates
 - a. Chino Hills Pizza Co Dine Out-October 10 (Thursday)
 - b. Thinkin' Local-September 3-October 31
 - c. Art to Remember-Projects turned in September 13
 - d. Movie Night-September 13 6:00 pm
 - e. Volunteer meeting-September 6 at 9:00 am
 - f. Room Parent/Art in Action-September 12 at 9:00 am
 - g. Trunk or Treat-October 25 5:00-7:00 pm
- N. Action Items
- O. Meeting Adjourned at 3:52