



AGENDA

Hidden Trails Elementary PTA Board Meeting

Date: October 1, 2024

Board Members

President - Stephanie Yutan

Secretary - Jill Reeder

Treasurer -

Historian -

VP of Programs-

VP 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
 - 2. 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
 - 3. 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
 - 1. 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

- 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